

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE BETHLEHEM AUTHORITY**

**JULY 8, 2010**

The regular meeting of the Board of Directors of the Bethlehem Authority was held on July 8, 2010 in Conference Room B504, 10 E. Church Street, Bethlehem, PA. The meeting was called to order at 3:30 PM by Chairman Mark Jobes, with the following also in attendance:

John Tallarico, Vice Chairman  
Richard Master, Secretary  
Vaughn Gower, Treasurer  
James Broughal, Esq., Solicitor  
Stephen Repasch, Executive Director  
Sandra Reppert, Administrative Assistant  
Daniel Meixell, Special Officer

**APPROVAL OF MINUTES**

Chairman Jobes presented the minutes from the regular meeting held June 10, 2010. He queried if the correction to the minutes emailed to the Board was before or after they were printed. Ms. Reppert responded the correction was made beforehand; the document that was circulated was in draft form. Mr. Gower moved to approve the minutes. Mr. Tallarico seconded. Motion passed unanimously.

**RECOGNITION OF VISITORS / COURTESY OF THE FLOOR**

- Mr. Terry Faul, Esq., representing Delsea Energy
- Mr. Stephen Antalics, Bethlehem Resident
- Mr. David McGuire, Sierra Club Lehigh Valley
- Mr. Bud Cook, The Nature Conservancy
- Mr. Eric Evans, City of Bethlehem Councilperson
- Ms. Michelle Cichocki, City of Bethlehem Water and Sewer Resources
- Bethlehem Press

Mr. Antalics said there is a lot of activity on NPR concerning the Marcellus Shale. He questioned if anyone has had any contact or conversations with anyone associated with the Marcellus Shale operation. Mr. Repasch responded he has had several conversations with people from Penn State University who are intimately involved with exploration and educational efforts. He was told that Marcellus Shale has not been discovered on Authority property, which is south and east of other regions where it does exist. With regard to the Working Woodlands Program, it is one item identified that would be left open for consideration if indeed the shale is discovered on Authority property. The Authority wants to have the ability to develop the opportunity if extraction can be

done properly. The major environmental issues are associated with the geology and chemicals used to tear apart the stone to get to the shale.

Chairman Jobes said it is his understanding that the Marcellus Shale is in the northern and western parts of Pennsylvania. It has been lucrative to the landowners who sold rights for development or potential development, but there has also been a lot of investigation on the process of discharge and the effects on wells.

Mr. Repasch said he would not be surprised to hear of the shale near Authority property as it keeps being explored. He queried Bud Cook if what he said was pretty accurate as far as the extent of where the shale has been found, and also if The Nature Conservancy owns any properties in those regions. Mr. Cook responded that the shale has been found north and west of Monroe and Carbon Counties. In Dimock Township, Susquehanna County, TNC has a 900 acre preserve that is completely surrounded by the shale. It is also one of the featured sites in the documentary "Gasland." The documentary will be shown on July 15 at Lehigh University Whitaker Hall.

Mr. Tallarico queried TNC's policy. Mr. Cook responded that surface disturbance for the extraction of minerals is not allowed on land owned by TNC. TNC does not have a position on Marcellus Shale extraction.

Mr. Gower queried how long TNC has had this policy. Mr. Cook responded for about seven or eight years, since the Washington Post series about TNC doing some mineral development out west. TNC thought it was okay, and it may have been okay, but the public relations consequences were very negative.

In answer to Mr. Antalics' question, Chairman Jobes doesn't think this Board is even remotely thinking about the Marcellus Shale, other than it has been mentioned and is aware of what is happening in the state. The Board has continually said it wants to be environmental stewards and that is the high priority in any future considerations.

Mr. Antalics said the film is well worth the admission price. It depicts how the original proposals from the gas companies were a misrepresentation about what was going on, and now the landowners are regretting having sold off the rights to their land.

## **REPORT OF THE CHAIRMAN**

**Wind Energy Developer Evaluation.** Chairman Jobes provided some background on this topic. It started out with a wind energy developer approaching the Authority with the potential of developing wind energy on our lands, and then two more developers approached us. From there, we expanded the pool of developers by building a list of criteria and sending out an RFP through our consultant, Broadlands. The proposals were due on June 25 and four were received. One submitter has not met all the requirements of the RFP, and they have been given an opportunity to meet the shortfalls or their bid will be rejected. The next step will be to work through Broadlands to evaluate the proposals against a matrix to determine the most suitable partner to explore the development of wind energy. Then testing would begin, with a lot of focus on the environment – migratory patterns, feasibility of the lands, and so on. The proposals are confidential, but the names of the developers who have submitted proposals are:

- NextEra Energy, a subsidiary of Florida Power & Light (did not meet all the requirements)
- Iberdrola USA (had given a presentation)
- Delsea Energy (had given a presentation), a subsidiary of Citizens Energy in an LLC called Call Mountain Wind
- Gamesa

The next step will be to work with Broadlands to review the proposals, and then have interviews with the parties to understand the proposals and answer any questions. The Board would like to try to determine by the August meeting who it would like to partner with to move forward with a wind energy project.

Mr. Repasch said there will be a conference call next Monday at 10:30 AM with Broadlands to discuss the proposals and schedule the interviews. It appears there will only be three developers and two hours will be set aside for each. Chairman Jobes added the three developers are the same three who initially approached the Authority, with the caveat that Delsea has added another partner to work with them on the project.

Mr. Master said that Broadlands is doing a thorough job of evaluating the proposals according to proper objective standards, and will provide the Authority with its recommendation. There is a lot of work involved with evaluating these proposals.

Mr. Dave McGuire queried if the Board will decide and vote on whether to move ahead with one of the responders after the interviews. Chairman Jobes responded that is the path the Board is moving toward. Mr. McGuire went on to say that the dimensions of wind power need to be recognized and that it has the potential for a lot of public interest. He encouraged the Board to consider having some form of a public education meeting before voting and selecting a developer so that the interested public has had a chance to respond. If there is very little interest, that's okay. But if there's a lot of interest, at least the Board will be a step ahead. He will help in any way he can.

Mr. Broughal said a public information hearing would probably be held after a developer is selected and before agreements would be entered into, and it would make more sense for the selected developer to have a public forum on what it intends to do.

Mr. Master said that today, the Board announced candidates to interview for wind energy development. The environmental community representatives are invited and encouraged to submit any information they may have about the candidates to be considered and evaluated. It may not be a bad idea to have a public hearing on the subject, independent of the Board's evaluation of the candidates.

Mr. Master continued on to say it probably is much more significant to the environmental community that the developer who is selected have the opportunity to weigh in on the public's views. He suggests that the selected developer makes an authoritative presentation to the public on their approach before agreements are entered into. That way, if there is any information that arises from the public, it can be incorporated into the agreements.

Mr. McGuire said he liked that idea and thanked the Board. He will obtain the names and addresses of the candidates from the Executive Director.

Stephen Antalics queried if there will be an environmental impact study before anything is done. Currently, the state of Delaware is undergoing an in-depth study of migratory birds. Chairman Jobes responded that is a big part of the process. Once a developer is chosen and there are agreements to do the studies, those studies could show there is enough wind and it will not have a major impact on the environment. Mr. Gower added there are local, state and federal regulations, and developers are responsible to perform up to all those standards.

Chairman Jobes said before a final decision is made, there would be a forum for the developer to address and review the results of the studies, which will be subject to criticism and questions. This is a long process and we're just starting to move forward with studying the potential.

Mr. Gower said one of the first things the studies need to determine is if there is even enough wind to be able to develop. That is not yet known. Mr. Repasch added that Officer Meixell took our Broadlands consultants and a representative from a firm considering submitting a proposal on a tour of the watershed. Once that representative saw the area, he indicated there was not enough wind and therefore would not be submitting a proposal. These companies have to do a lot of work and spend a lot of money to do the wind studies. It could be determined there is no wind.

Chairman Jobes concluded that the conference call to start evaluating the proposals will take place next Monday at 10:30 AM.

**Working Woodlands Program.** Chairman Jobes said that Mr. Repasch, Mr. Gower, Mr. Broughal, and the Authority's Forester, Robin Wildermuth, met with TNC this past Tuesday to go over discussions from last meeting which resulted in a revised term sheet. The major change is the Authority can isolate up to 10% of the acreage from the Working Woodlands Program (WWP) and exclude it from the 60-year encumbrance, but it can be included in the Forest Management Plan (FMP) for the forest certification. Also, there is now a map to focus on any particular areas. In that meeting, our forester evaluated these different areas and gave his professional opinion on the potential uses other than water generation, if any. He turned meeting over to Mr. Repasch for him to report further.

Mr. Repasch indicated that during Tuesday's meeting, there was a question whether the Board wanted to look at excluding any areas outside of the Wild Creek Watershed (WCWS), but he would like to confirm that the entire WCWS will be enrolled in the WWP. The opinions from the City and our forester indicate that all the parcels in the WCWS are needed for water generation. Mr. Gower added another point about some land at Wild Creek that isn't in the watershed – it is actually a thin buffer surrounding the watershed. The same can be seen in the Tunkhannock Watershed (TWS).

Chairman Jobes confirmed that it is the Board's opinion to have the entire WCWS in the WWP.

Referring to the map of the TWS drawn up by our forester, Mr. Repasch pointed out that the watershed boundary, the three sub-basins within the boundary, and Authority properties are identified. Regarding some properties outside of the watershed boundary, it is believed that we don't want to sell the land for development because it is critical as a buffer to the watershed, like

the Maple Tract is, and therefore as critical to the watershed itself. There was more focus on the areas in the lower sub-basin in TWS. On the map, there are four areas hash-marked that consist of roughly 617 acres of property that would be excluded from the 60 year encumbrance.

The TWS is roughly 9,000 acres and so those 617 acres meets the 10% exclusion clause. Our forester believes that of those 617 acres, 137 appear not developable because of the wet soil conditions. In summary, about 480 acres out of 9,000 that are considered developable will be excluded from the 60 year encumbrance but included in the inventory for the FMP for forest certification.

Mr. Broughal queried if the forester had an opportunity to check the zoning on those lands. Mr. Repasch responded no, but it will be looked into. Officer Meixell pointed out that some of the area to be excluded is where the cherry tree thefts occurred, and contains some of the largest and oldest cherry trees stands significant timber value.

Mr. Repasch said the Authority did receive a revised term sheet, noting the following:

***Item 8, Exclusions: The Authority may identify and exclude up to 10% of their Tunkhannock/Monroe County ownership from the 60-year Working Forest Management Agreement. For purposes of forest inventory, planning, and FSC certification, Working Woodlands will fully integrate excluded lands with protected lands."***

Mr. Gower said identifying the excluded lands was discussed and if existing information should be used or having new surveys done. When looking at the map and the buffer areas, we're still faced with a means by which a survey will have to be done in order to come up with a physical description. Mr. Broughal added there needs to be something so that in the future, if the land is sold, there is no argument (with Blue Source) that the land is in or out of the program.

Mr. Master said he's had informal discussions with a person who is somewhat knowledgeable about cap and trade and selling the carbon credits. This person said the credits could become significantly more valuable in the next few years if certain political policies are enacted, or they could become worthless if policies move in a different direction. Environmental laws could be scaled back to not allow power generators to buy the rights to pollute. The polluters would be taxed directly and encouraged to use better technology. These lands will be dedicated for 60 years, and once that's done, that's it. There's no termination because there is no stream of income.

Mr. Broughal said there is an opportunity to withdraw lands from the program according to TNC. However, it would require a payback of the money that was generated from those lands. Mr. Gower added we must stay in the WWP for the first ten years because of the commitment to TNC for the FMP we're agreeing to pay for through carbon credits sharing.

Mr. Master said he does not see any language in the term sheet regarding the withdrawal of lands. It needs to be noted that the Authority has the opportunity to withdraw if the carbon credit concept changes dramatically with the condition that funds must be repaid.

Chairman Jobes said the Board is at the point to recommend this term sheet to the City and City Council for opinion and asked for a motion to approve.

Mr. Master moved to approve the Proposed Working Woodlands Term Sheet subject to the insertion of the language for the withdrawal of lands as discussed.

Mr. Tallarico queried if tree harvesting will negatively affect the Blue Source credits. Mr. Broughal responded that part of Blue Source is a FMP and part of that plan is timbering.

Mr. Gower seconded the motion. Motion passed unanimously.

Mr. Faul queried if WWP requires wind turbine erection or utilities sites to be on excluded lands. Chairman Jobes responded no. It is the intent to add any exclusions to the final agreements. The next step is to formally forward a revised term sheet to the City and City Council, and according to Councilman Evans, this would first go to the Public Works Committee chaired by Councilwoman Belinski.

Chairman Jobes queried if there have been any discussions with Palmerton Hunting Club about joining the WWP. Mr. Cook responded yes, he talked to two board members and they are ready to schedule a presentation at a board meeting. Chairman Jobes said to use the Authority as leverage, but Mr. Cook said Palmerton is excited about the program. He will suggest to them that a representative(s) from the Authority could be present at their meeting if it will help them make a quicker decision.

*(It is noted Eric Evans exited the meeting at 4:15 PM)*

## **REPORT OF THE EXECUTIVE DIRECTOR**

**Timber Stands 22/24 Access Agreement.** Mr. Repasch presented a license agreement, drafted by Mr. Broughal, to the Board for approval. He reached a verbal agreement with an adjacent property owner to access Stands 22 and 24. The main terms are the Authority agrees to pay \$5,000 for the right to access the property over a period of five years and the Authority will use the access point no more than three months during the first year and no more than three months during the next four years. These two stands have a timber value between \$40,000 and \$45,000 from an initial cut and based on today's market. It is planned to timber these stands next year. Chairman Jobes queried how the \$5,000 value was determined and has this been done in the past. Mr. Repasch responded that the easement value was ~\$7,500, which was based on property value and not a negotiated fee. He loosely used the easement value and scaled it back. This is just a temporary access agreement. Mr. Tallarico added the value could be any amount, and it's a matter of how badly we need access to the area.

Mr. Gower moved to accept the Access Agreement for Timber Stands 22 and 24, subject to the other party's acceptance and execution. Mr. Master seconded. Motion passed unanimously.

**Hunting Club Lease Potential.** Mr. Repasch reported on the potential for another hunting club lease in Long Pond and near Stand 62 which was harvested last year. The property includes the Keiper house, which is in significant disrepair. There were initially two interested parties, but now

he and Officer Meixell have been dealing with one party who has proposed to do the repairs to the house at no cost to the Authority and lease the property according to the Authority's terms (\$10 per acre or \$100 per member). This lease will bring approximately \$2,000 to \$2,500 per year. He wants to make sure the Board is comfortable in entering into negotiations with this hunting club to lease the property. All the issues, including repairs to the house, will be covered in any lease agreement.

Chairman Jobes queried if there are any downsides to this potential lease. Mr. Repasch responded if the house is left in its current state much longer, it will cost a lot more money to tear it down. Mr. Master added another downside is if the club members are rowdy. However, Officer Meixell said he knows several people in this group which consists mostly of Northampton County sheriffs. They will work well with his philosophy of more eyes and ears. The house is an eyesore and getting it fixed up is a plus. Also, the area covered by the lease is remote and he doesn't get in there very often, so that is a plus as well.

Mr. Broughal said in the past, and especially with the Chestnut Hill Hunting Club, there were a lot of leases for long periods of time. When he became solicitor, he began adding provisions to the leases stating the Authority could terminate the lease at any time for any reason within 30 days. Also, the leases now are on a year to year basis.

Chairman Jobes said there is a consensus to move forward with further negotiations with the hunting club to lease the property as discussed.

**Maximus Study and General Fund Resolution.** Mr. Repasch reported that the 2009 Maximus Study was received and indicates the Water Fund owes the General Fund (City) \$118,700. To provide some history, for 2007 the General Fund (City) owed the Water Fund \$389,000 and for 2008 the Water Fund owed the City \$7,000+. The net amount of \$382,000 was due to be paid to the Water Fund but the deadline for that payment has passed.

Chairman Jobes added there had been questions about some of the charges and how or why the changes came about. The difference in 2008 wasn't that significant, but for 2009 the difference has grown. The City has already been asked about Plan B or Plan C since Plan A was not achieved.

Mr. Gower said the questions again are what has changed. The sources need to be identified and understood so we can accept or not accept 2009's difference. Hopefully there will be answers to our questions, and the Authority's controller should report on this. It would also be acceptable to him if the City was willing to carry the liability and the Water Fund carried the receivable. He's okay with the idea of this being patient money, but not paying it after budgeting it is another matter.

Chairman Jobes also has an issue with a commitment made that hasn't happened. He'd like to have a discussion and feedback from the City as to why, resolve it and move forward in the right direction.

Mr. Master said this was a real big issue a few years ago. This is a partnership and we want to see the City succeed. It is not proper that the City did not include this in their budget. He is not sure if

that was voiced publicly. The Mayor is trying to get through another year with no tax increase, which is in the public's interest and the ratepayer's interest.

Mr. Gower said he would just like the City to acknowledge what happened. Chairman Jobs added that the amount is just not showing up anywhere and it has to, other than we know and they know. Plan B should state the City will continue to work down this amount due to the Water Fund by the Maximus Study and it should be recognized in the financial statements.

Mr. Master said the Authority's controller should send a letter stating we expect this item to be a note in the City's budget, and that although there is an ebb and flow of these funds, it is a liability that should be recognized on the financial statements. The City should confirm its response that it agrees to pay back the money and show it as a line item in the budget and on the financial statements.

Chairman Jobs will talk to the City's Business Administrator concerning this discussion and the Authority's position. He is glad to hear Mr. Master's stance on this matter, especially since he spent a lot of time on this in the past and was able to bring the City to the table.

Mr. Master said the reason it is not happening right now is there are no reserves. It's a situation somewhat endemic in these kinds of organizations of a city. Through this, we did establish the integrity of our accounting.

Concerning the Water Fund and Maximus Study, Mr. Repasch said that the cost structure has changed. The City has added to its payroll, which drives costs up for medical and pension expenses. The Water Fund expenses have stagnated and in fact, has lost people, but it is incurring the costs because the City is growing. It is not necessarily based on the head count of the Water Department.

### **3<sup>rd</sup> Quarter 2010 Expense Projection and Budget Comparative**

#### **Income and Expense Projection for the 3<sup>rd</sup> Quarter 2010:**

- Cash on Hand at July 1, 2010 -- \$446,110
- Projected Revenues Receivable -- \$98,505 for the 3<sup>rd</sup> Quarter.
- Total Projected Professional, Administrative and Police Expenses -- \$107,365 overall for the 3<sup>rd</sup> Quarter.
- Total Projected Cash on Hand at the end of the 3<sup>rd</sup> Quarter -- \$437,250.

Chairman Jobs queried if the developer fees received were reflected in revenues. Ms. Reppert responded no because they were received and deposited during the 2<sup>nd</sup> quarter. He asked for that line item to be added so that it is accounted for.



#### Expense Budget Comparative for the 6 months ended June 30:

- Professional Services – \$47,770, 23% of budget.
- Security and Property Expenses – \$16,965, 56% of budget. Mr. Repasch noted the majority of those expenses are due to the roof repairs on the house at Wild Creek totaling \$5,700.
- Administrative Expenses – \$108,750, 45% of budget.
- Overall – \$173,485, 36% of budget.

Chairman Jobes commented that \$80,000 was budgeted for costs associated with the operating authority issue. He'd like to get a quote from PRAG on the costs to develop a plan to provide to the interested parties on creating an operating authority

#### REPORT OF THE CONTROLLER

Mr. Filipos will formally submit June's report after he returns from vacation.

**Resolution 317 – Professional and Administrative Expenses.** Ms. Reppert presented Resolution 317 to the Board for approval. The resolution was circulated, filed and totals \$49,264.83. It consists of the following:

- Requisition 306 – City's water capital invoice totaling \$16,152.99
- Professional and Administrative expenses totaling \$33,111.84

Mr. Master moved to approve Resolution 317. Chairman Jobes seconded. Motion passed unanimously.

**BRIF Investment Bid.** Ms. Reppert reported the Authority has an investment in the BRIF that matures on July 12 in the amount of \$1.226 million. The investment was bid to be placed in CDARS and / or jumbo CD products if the Board wanted to ladder the investment for different amounts and terms. She provided the Board with a spreadsheet of terms and interest rates submitted by interested banks, which was not overwhelming. Reinvestment will take place on July 13.

Chairman Jobes said this investment is currently with the Fulton Financial Inter-Affiliate CD Program in accordance with the Authority's policy that certain investments do not exceed the \$250,000 FDIC limit. His thought is to ladder this money to maximize the yield, and also get feedback from the City as to what the capital expenditures will be in the next three to six months.

Ms. Reppert indicated that there is ~\$2.4 million in the PLGIT account that is used to pay the capital expenses. Also, only Lafayette Bank's Jumbo CD rates are higher than its parent Fulton Financial Inter-Affiliate CD rates. Lafayette Bank also had a promo CD for five months at .75%, but they couldn't guarantee the rate through next week.

Chairman Jobes said from a financial standpoint, it makes sense to invest \$250,000 at the highest yield and invest the difference in the next highest yielding product for three and / or six months.

Mr. Repasch will work on the investment terms based on the City's spending projections, but as it stands, the investment can't be longer than six months, and even three months is pushing it. Expenses are coming due this month for the Hecktown Road water tank project, which totals more than \$1 million.

Mr. Master queried the interest rate on PLGIT, which was said to be .15%. Chairman Jobes added that Bank of New York has a money market product that is CDARS-like, and it was included on the spreadsheet, but the yield of .05% was the lowest of any quotes received.

The Board decided to invest \$250,000 with Lafayette Ambassador Bank at the highest yield and term, and invest the difference in the Fulton Financial Inter-Affiliate CD for a term based on the City's capital expense needs. Chairman Jobes abstained from the decision. The investment will take place next week and will be ratified at the August meeting. The Board then determined that ratification was not required since they voted on the terms of the investment.

### **REPORT OF THE SOLICITOR**

Mr. Broughal had no report, and excused himself from the meeting. The Board thanked him for all his hard work recently.

### **REPORT OF THE CONSULTING ENGINEER**

Neal Kern's report, was circulated, filed and accepted without comment. Chairman Jobes noted that the H2OPA Grant application was submitted.

### **REPORT OF BETHLEHEM AUTHORITY SPECIAL POLICE**

Officer Meixell's report was circulated and filed. He spoke about the table-top exercise held by the Northeast Regional Terrorism Task Force and Carbon County Emergency Management. Most surprisingly, he found out that the dams are pretty vulnerable. We should start taking security more seriously. There is no back-up water supply to the City, only interconnections with other water systems.

Mr. Repasch continued on to say that part of the grants being applied for are for the interconnections. Some are inoperable, some haven't been touched in 30 or more years and may not be able to be opened.

Officer Meixell said all the participants completed an evaluation and a report will be generated that will identify the areas for improvement. Mr. Gower queried about the water treatment plant and why it wasn't included. Officer Meixell responded the dams are the key points. In a 24-hour day, the area is only covered for eight. The plant is less vulnerable.

Chairman Jobes queried about the communications issues. Officer Meixell responded there is not a 9-1-1 radio contact, only the City's system with the Wild Creek channel. As a matter of fact, the City's system was out of service for at least a month and he and the City workers weren't aware of it. There is a need to develop a better emergency response system. It may mean having to add

another channel to the radio, or perhaps another radio system if the current one is not compatible with Carbon County.

Mr. Master said the Executive Director should consider this as a significant project. The Board would like a list of projects that need to be undertaken that include cost, priority, timeline, etc.

### **WATER REPORT**

The Water Report for June was circulated and filed. For as hot and dry as it has been, there was a lot of water usage and the reservoirs are still at 95% capacity.

### **CITY OF BETHLEHEM DIRECTOR OF WATER AND SEWER RESOURCES**

In Dave Brong's absence, Michelle Cichocki reported the following as of June 30:

- Invoicings totaled \$8.7 million and more favorable than receipts. A big effort is being made to close that gap. However, June was a good month for receipts because of the heat and resultant high water use. It is a favorable trend expected to continue.
- Year to date expenses are \$300,000 higher and due to a \$400,000 General Fund charge taken in June instead of July.
- Bottom line is ~\$1 million behind plan, and somewhat inflated due to the General Fund charge debate. Of the \$382,000 owed, it was hoped to have \$200,000 of that amount received and it has not been.

On a positive note, for the second year in a row, the City received the Area Wide Optimization Performance Award from the State. Mr. Repasch added the AWOP is a very prestigious award.

Chairman Jobes commented that the City historically takes more General Fund charges early in the year and less late in the year. It is merely a timing issue. Also, to offset the budgeted repayment of the monies owed in the past will be the November debt service payment, which will be less than what was originally budgeted due to the refinancing. This should get better.

### **NEXT MEETING**

Chairman Jobes said the next meeting is August 19 at 3:30 PM, the week after MusikFest.

### **ADJOURNMENT**

There being no further business, Mr. Master moved to adjourn the meeting. Mr. Gower seconded. Motion passed unanimously and the meeting adjourned at 5:05 PM.

*Richard L. Master, Secretary*